



*Changing Lives,
Creating Futures*

Monty Sullivan
System President

Officers:

N. J. "Woody" Ogé
Chair

Timothy W. Hardy
First Vice Chair

Deni Grissette
Second Vice Chair

Members:

Robert Brown
Helen Bridges Carter
Keith Gamble
Steve Hemperley
Willie Mount
Michael J. Murphy
Joe Potts
Paul Price, Jr.
Stephen C. Smith
Vincent St. Blanc, III
Craig Spohn
Stephen Touns

Student Members:

Edward Banks
Robert Fisher

Louisiana
Community
& Technical
College System

265 South Foster Drive
Baton Rouge, LA 70806

Phone: 225-922-2800
Fax: 225-922-1185

www.lctcs.edu

Minutes of June 9, 2015 as Approved on September 8, 2015

LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

LCTCS BOARD OF SUPERVISORS AUDIT COMMITTEE MEETING

APPROVED MINUTES

**Tuesday, June 9, 2015
3:00 p.m.**

LCTCS Board Conference Room
265 South Foster Drive
Baton Rouge, LA 70806

1. Call to Order by Committee Chair

Supervisor Keith Gamble, Audit Committee Chair, called the Audit Committee meeting to order at 3:02 p.m.

Supervisor Gamble appointed Supervisors Craig Spohn and Joe Potts as members of the committee for the purpose of the days meeting.

2. Roll Call

Sara Landreneau Kleinpeter, Coordinator of Board Services, called roll. The following Audit Committee members were in attendance: Keith Gamble, Chair; Woody Ogé, Joe Potts, Paul Price and Craig Spohn. Steve Hemperley joined the meeting by phone but did not participate in any votes taken. LCTCS staff present for the meeting included: System President, Monty Sullivan; Director of Internal Audit, Michael Redmond; Senior Vice President of Finance and Administration, Joseph Marin; and Sara Landreneau Kleinpeter. Legal Counsel, Robert Bowsher, was also in attendance.

3. Approval of Minutes of April 8, 2015 Meeting

On motion of Supervisor Spohn, seconded by Supervisor Ogé, the committee voted to approve the minutes of the April 8, 2015, meeting as presented. The motion carried.

4. Reports and Current Projects

Mr. Redmond thanked the members for being in attendance. He introduced the members of the LCTCS Audit Staff. He briefed the Committee on significant reports issued and projects that are currently being worked on.

One report has been issued by the Louisiana Legislative Auditor, since the last Audit Committee meeting, on Central Louisiana Technical Community College.

On the review of the use of Perkins funding, all field work, for four LCTCS Colleges and one at Northwestern, has been completed with few findings related to time and effort and property tagging.

5. Audit Plan for Fiscal 2015-2016

Mr. Redmond noted that the audit plan was provided to the committee for review in April. He discussed the proposed plan in detail.

On motion of Supervisor Spohn, seconded by Supervisor Price, the committee voted to approve the Audit Plan for Fiscal Year 2015-2016 as presented. The motion carried.

6. Internal Audit Governing Documents

Mr. Redmond noted that the governing documents were provided to the committee for review in April. He briefly discussed the reasons for updating the Audit Committee Governing Documents.

a. Internal Audit Charter

On motion of Supervisor Spohn, seconded by Supervisor Ogé, the committee voted to approve the Internal Audit Charter. The motion carried.

b. Vision Statement

On motion of Supervisor Potts, seconded by Supervisor Price, the committee voted to approve the Vision Statement. The motion carried.

c. Mission Statement

On motion of Supervisor Potts, seconded by Supervisor Price, the committee voted to approve the Mission Statement. The motion carried.

Mr. Redmond stated that he would be getting the appropriate signatures for the governing documents following the meeting. An original set will be kept in the Board office.

7. Questions and Other Business

Mr. Redmond noted the next Audit Committee meeting is scheduled for 3 p.m., Tuesday, September 8, 2015.

8. Adjournment

On motion of Supervisor Ogé, seconded by Supervisor Price, the Audit Committee adjourned at 3:55 p.m.